State Of Montana

Board of Public

Education Biennial

Report

FOR FY2010

Should you have any questions or comments regarding this template, or desire additional copies, please contact:

Warren Dupuis
CIO Support Officer
Telephone: 406-444-0415
E-mail: wdupuis@mt.gov
Website: *http:/www.mt.gov/itsd/stratplan/statewideplan.asp*

INFORMATION TECHNOLOGY SERVICES DIVISION

Dick Clark, CIO

Warren Dupuis, CIO Support Officer

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TABLE OF CONTENTS

Objective/Initiative	Total Count	Full Funded Count	Unfunded Count	Partly Funded Count
Completed	2	0	2	0
Substantially completed	5	1	4	0
Partially completed	3	0	3	0
Deferred	0	0	0	0
Delayed	1	0	1	0
Cancelled	0	0	0	0
Remain on-going by design	0	0	0	0

The partially completed category was added to this list because if the objective/initiative wasn't complete by at least 50% or more, then a partially completed category seemed more appropriate than substantially completed.

The Board of Public Education is one of the smallest state agencies with one of the broadest scope of responsibilities of any branch of government. By constitutional law the Board generally supervises the K-12 education system and oversees the disbursement of over half a billion dollars of biennial funds. Because the Board is committed to providing quality and timely services to not only its members, government entities, educational partners, the public, and the media, it relies heavily on information technology within the parameters of a relatively small general fund appropriation. Whenever possible the Board looks to information technology to streamline access to all business related processes of the Board with emphasis on providing ready access by the general public, regulatory partners, and the educational community. This work has been done within the confines of budgetary constraints and no IT staff.

1.1 Goals

Goal Number 1: (taken from 2008 plan and 2009 update)

ITG 1   Goal Number 1

Description: Create a centralized, efficient, integrated agency IT platform or foundation to state IT standards. Creation and maintenance of a user-friendly website that includes all Board activities, public records, meeting dates, and other related information. Also, providing links to partners with shared goals and objectives.

Benefits: What benefits are realized and who realizes the benefits? The benefits include reduction in costs of disseminating public information as well as enabling public access to Board of Public Education information. Also, allows the Board to control with greater consistency information that is desired and needed by both partners and participants in K-12 education throughout the state. The beneficiaries include students, teacher, school districts, trade associations, unions, citizens, and the state of Montana.

Which state strategic goal(s) and/or objective(s) does your goal address? Develop IT resources in an organized deliberative and cost effective manner; improve government services; provide educational opportunities.

Supporting Objective/Action

ITO 1-1   Expanded Use of Technology

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 25% improvement with more information being distributed electronically with reduced costs of disseminating public information.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Partially completed.

Supporting Objective/Action

ITO 1-2   PC Replacement Schedule

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 100% completed. Two PC's were purchased in FY08 and FY09.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Completed

Supporting Objective/Action

ITO 1-3   IT Security

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 50% completed. Pursuant to §2-15-114 the Board of Public Education is in the process of completing the Information System Security Plan.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Substantially completed.

Supporting Objective/Action

ITO 1-4   Assess IT Hardware

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 50% completed. This is part of the Information System Security Plan by ensuring the proper disposal of obsolete equipment. The Board of Public Education purchased a projector to support its paperless meetings.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Substantially completed.

Supporting Objective/Action

ITO 1-5   IT Peripherals Replacement Plan

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): This objective has not been initiated at this time. The estimated completion date is FY14.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Delayed.

Supporting Objective/Action

ITO 1-6   Staff Training

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 10% completed. The Board of Public Education recently purchased the Sharp Content Web Hosting. A date is being set to begin training one person on staff.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Partially completed.

Supporting Objective/Action

ITO 1-7   Software

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 100% completed. The Board of Public Education has been able to purchase the necessary Adobe Acrobat Pro for its respective Board members for its paperless meetings. This may change in the event of new/changes in Board members.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Completed.

Goal Number 2: (taken from 2008 plan and 2009 update)

ITG 2   Electronic Services Availability

Description: Improve customer service and staff efficiency by making Board services and information available electronically.

Benefits: What benefits are realized and who realizes the benefits? Greatly improved accessibility to the work of the Board of Public Education. Beneficiaries: Constituents and the general public.

Which state strategic goal(s) and/or objective(s) does your goal address? Develop IT resources in an organized deliberative and cost effective manner; improve government services; and provide educational opportunities.

Supporting Objective/Action

ITO 2-1   Webmaster

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 75% completed. This position has become more stable and has continued to make improvements to the webpage. The Board of Public Education will be operating its website through the Department of Administration's ITSD through the Sharp Content Webhosting versus using the Office of Public Instruction's server. This provides better service and proper training for the webmaster.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Substantially completed.

Supporting Objective/Action

ITO 2-2   Web Development

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 75% completed. Most of the materials needed for the Board of Public Education to access all necessary information is available via its website.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Substantially completed.

Supporting Objective/Action

ITO 2-3   Electronic Meetings

Accomplishments (describe what the agency has done to achieve this objective, list percentage of accomplishment e.g. 50%): 75% completed. Most all Board of Public Education members and its constituents are able to access the meeting information electronically. The Board members are required to use their own PC.

Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Substantially completed.

(Copy and paste the above format here to describe additional IT goals and objectives.)

SECTION 2: IT INITIATIVES STATUS UPDATE

2.1 IT Initiatives *(Taken from 2008 plan and 2009 update)*

Initiative 1 - Title: **Electronic Services and Digital Content Access Availability**

Description: In the Board of Public Education's IT Plan for FY2007 the Board expressed an interest in a paperless system of administration for its Board meetings. Great strides have occurred toward this goal. Presently the Board made available to the public and its constituent's on-line agenda packets which began July 2007. The agenda packets are prepared using a continuous PDF file through Adobe Acrobat Professional 8.0. Even though this is a significant step towards the Board's goal, this IT plan for FY2008 and the projection into FY2013 will indicate what additional steps are necessary. A financial plan was provided.

EPP Number (if applicable):

 Status (completed, substantially completed, deferred, delayed, cancelled, or on-going): Partially completed.

Funding (funded, not funded, or partially funded): Not funded.

(Copy and paste the above format here to describe additional IT Initiatives.)

SECTION 3: ADDITIONAL INFORMATION - OPTIONAL

The Board of Public Education implemented an electronic submission of agenda requests through Montana Interactive, LLC. This service allows members of the public to submit a request for agenda items to the Board of Public Education for upcoming meetings. The service integrated a File Transfer Service to allow customers to send accompanying documents to the BPE staff. An accompanying administrative site was built to allow BPE staff and other approved users to view submissions and run reports based on events or dates. This was completed in 2009.